

Topsfield Board of Health  
Meeting of Thursday, August 23, 2007 ~ 7:30 pm  
Topsfield Public Library

Present: William Hunt, Chair; Michael Waltermire; Vincent Guerra

Not Present: Sheryl Knutsen; Deborah Colbert

Also Present John Coulon, Health Agent; Catherine Tinsley, Secretary;

Abbreviations:

BOH- Board of Health

7:41 pm - Mr. Hunt called the meeting to order.

Mr. Coulon identified the agenda and noted several changes.

#### APPOINTMENTS

Topsfield Village Shopping Center- Final Approval

Present: Fred Fish, RAGGS; Anthony Del Gaizo; Nichols Decoulous, Attorney; Sprios Flomp, property owner

Mr. Coulon identified that a vote to approve the septic As Built plans for the Topsfield Shopping Center was before the Board. He identified that the applicant has met all the requirements brought up by Weston and Sampson, except ground water separation which will require a variance to be granted by the Board.

Mr. Del Gaizo presented the As Built plans and reviewed the layout of the system, noting that the tanks were moved 10 feet away from the property line, the drainage was reconfigured and a pressure dosing system is being used. He included an explanation of how the pressure system works in his presentation.

Mr. Flomp said that due to increased costs since the original plan was filed, he may not repave the whole parking lot, but limit the new pavement to the construction area.

Mr. Waltermire identified his concern that the system's inhale/exhale is located in the island areas of the parking lot and in the winter it is possible to block the air vents with snow, especially piles of snow from plowing. Mr. Flomp responded that he will notify the plow company of this concern. Current condition of the parking lot has safety islands and curbing and light poles all of which become deposit points for snow. It is the opinion of the Topsfield Board of Health that Mr. Flomp and any subsequent owner of the Topsfield Village Shopping Center be held responsible for the appropriate maintenance of any and all air vents necessitated by the septic system.

*Mr. Waltermire made a motion to accept the local upgrade approval to reduce the ground separation from 5 feet to 4 feet. Dr. Guerra seconded.*

*Voting in favor: Mr. Hunt; Mr. Waltermire; Mr. Guerra*

*Opposed: None*

MOTION CARRIED

- Leslie Carabello, Coordinator of Public Health Emergency Preparedness Region 3A Coalition

Ms Carabello was not able to attend the meeting, but Mr. Coulon addressed the Board saying that as Chair of the Coalition, she is requesting to go before the Topsfield Fair

Management to have a booth at the Topsfield Fair, strategically placed to have a presence at the Fair to educate the public on Emergency Response and to solicit volunteers.

Discussion followed.

*Mr. Hunt made a motion to endorse the plans of the Public Health Emergency Preparedness Regional Coalition to participate in the public awareness efforts at the Topsfield Fair. Mr. Waltermire seconded.*

*Voting in favor: Mr. Hunt; Mr. Waltermire; Mr. Guerra*

*Opposed: None*

*MOTION CARRIED*

A brief and informal discussion followed regarding the Board's understanding of Topsfield's Emergency Preparedness Plan and other resources available.

#### HEALTH AGENT'S REPORT

Communicable Disease Summary for Past Two Months – The Board received documentation from the Agent for their review.

#### OLD BUSINESS

- Willowdale

Mr. Coulon stated that Willowdale will be operating legally this weekend due to receiving the necessary permit sign offs.

- Mosquito Control Projects – Arbovirus Management Plan

Mr. Coulon reviewed that it was the intent of the Board to discuss and take action regarding amending the plan based on two changes authorized by the Board at the last meeting. HE stated that there is no problem identifying the 5 % to be allocated for education but being their busy season, there is no one available to do this now.

Therefore, there is no document to reflect the allocation and no statement prepared reiterating that the BOH is the deciding body of how the allocation is spent and that the management plan can be changed at any time.

The document is not ready to be presented, but a verbal confirmation was given to the BOH regarding the changes.

*Mr. Hunt made a motion to defer action to the next meeting due to the lack of the full board being present.*

*Mr. Waltermire seconded.*

*Voting in favor: Mr. Hunt; Mr. Waltermire; Mr. Guerra*

*Opposed: None*

*MOTION CARRIED*

#### NEW BUSINESS

- Keys to the old office were collected by the Agent; the office moved from the first to the second floor.

#### EXECUTIVE SESSION

Mr. Waltermire made a motion to enter into executive session to discuss litigation and to return to open session for the sole purpose of adjournment. Dr. Guerra seconded.

By Roll Call Voting in favor: *Mr. Hunt; Mr. Waltermire; Mr. Guerra*

*Opposed: None*

*MOTION CARRIED*

8:52 –The Board returned to open session.

Dr Guerra made a motion to adjourn and it was unanimous to do so.

*Approved as written at the January 24, 2008 Board of Health Meeting.*